



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 SWPPP Application for Reauthorization

for the NPDES/SDS General Small Municipal Separate
Storm Sewer System (MS4) Permit MNR040000
reissued with an effective date of August 1, 2013
Stormwater Pollution Prevention Program (SWPPP) Document

Doc Type: Permit Application

Instructions: This application is for authorization to discharge stormwater associated with Municipal Separate Storm Sewer Systems (MS4s) under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Permit Program. **No fee** is required with the submittal of this application. Please refer to "Example" for detailed instructions found on the Minnesota Pollution Control Agency (MPCA) MS4 website at <http://www.pca.state.mn.us/ms4>.

Submittal: This MS4 SWPPP Application for Reauthorization form must be submitted electronically via e-mail to the MPCA at ms4permitprogram.pca@state.mn.us from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields. All applications will be returned if required fields are not completed.

Questions: Contact Claudia Hochstein at 651-757-2881 or claudia.hochstein@state.mn.us, Dan Miller at 651-757-2246 or daniel.miller@state.mn.us, or call toll-free at 800-657-3864.

General Contact Information (*Required fields)

MS4 Owner (with ownership or operational responsibility, or control of the MS4)

*MS4 permittee name: Dakota County Technical College *County: Dakota
(city, county, municipality, government agency or other entity)

*Mailing address: 1300 145th Street East

*City: Rosemount *State: MN *Zip code: 55068

*Phone (including area code): 651-423-8371 *E-mail: lori.carlson@dctc.edu

MS4 General contact (with Stormwater Pollution Prevention Program [SWPPP] implementation responsibility)

*Last name: Carlson *First name: Lori
(department head, MS4 coordinator, consultant, etc.)

*Title: Health and Safety Coordinator

*Mailing address: 1300 145th Street East

*City: Rosemount *State: MN *Zip code: 55068

*Phone (including area code): 651-423-8371 *E-mail: lori.carlson@dctc.edu

Preparer information (complete if SWPPP application is prepared by a party other than MS4 General contact)

Last name: McLarnon First name: Patrick
(department head, MS4 coordinator, consultant, etc.)

Title: Consultant

Mailing address: 444 Cedar Street, Suite 1500

City: Saint Paul State: MN Zip code: 55101

Phone (including area code): 651-292-4545 E-mail: patrick.mclarnon@tkda.com

Verification

1. I seek to continue discharging stormwater associated with a small MS4 after the effective date of this Permit, and shall submit this MS4 SWPPP Application for Reauthorization form, in accordance with the schedule in Appendix A, Table 1, with the SWPPP document completed in accordance with the Permit (Part II.D.). ☒ Yes
2. I have read and understand the NPDES/SDS MS4 General Permit and certify that we intend to comply with all requirements of the Permit. ☒ Yes

Certification (All fields are required)

- ☒ Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted.

I certify that based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

I am aware that there are significant penalties for submitting false information, including the possibility of civil and criminal penalties.

This certification is required by Minn. Stat. §§ 7001.0070 and 7001.0540. The authorized person with overall, MS4 legal responsibility must certify the application (principal executive officer or a ranking elected official).

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Name: Paul Demuth
(This document has been electronically signed)

Title: Director of Facilities Management Date (mm/dd/yyyy): 12/17/2013

Mailing address: 1300 145th Street East

City: Rosemount State: MN Zip code: 55068

Phone (including area code): 651-423-8370 E-mail: paul.demuth@dctc.edu

Note: The application will not be
processed without certification.

Stormwater Pollution Prevention Program Document

I. Partnerships: (Part II.D.1)

- A. List the **regulated small MS4(s)** with which you have established a partnership in order to satisfy one or more requirements of this Permit. Indicate which Minimum Control Measure (MCM) requirements or other program components that each partnership helps to accomplish (List all that apply). Check the box below if you currently have no established partnerships with other regulated MS4s. If you have more than five partnerships, hit the tab key after the last line to generate a new row.

☒ No partnerships with regulated small MS4s

Name and description of partnership	MCM/Other permit requirements involved

- B. If you have additional information that you would like to communicate about your partnerships with other regulated small MS4(s), provide it in the space below, or include an attachment to the SWPPP Document, with the following file naming convention: *MS4NameHere_Partnerships*.

The MS4 has contacted the adjacent regulatory agencies (City of Rosemount, Dakota County, and Vermillion River Watershed Joint Powers Organization) on multiple occasions to establish a partnership with no reply. The MS4 will again try to contact the adjacent regulatory agencies during this permit term.

II. Description of Regulatory Mechanisms: (Part II.D.2)

Illicit discharges

- A. Do you have a regulatory mechanism(s) that effectively prohibits non-stormwater discharges into your small MS4, except those non-stormwater discharges authorized under the Permit (Part III.D.3.b.)? ☐ Yes ☒ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

☐ Ordinance ☐ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Direct link:

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_IDDEreg*.

2. If **no**:

Describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

Minnesota State Colleges and Universities (MnSCU) is currently developing a regulatory mechanism for illicit discharges at all facilities. MnSCU plans to complete this task by fall 2014. The MS4 plans to adopt this regulatory mechanism by the end of 2014.

Construction site stormwater runoff control

- A. Do you have a regulatory mechanism(s) that establishes requirements for erosion and sediment controls and waste controls? ☒ Yes ☐ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- ☐ Ordinance ☒ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Direct link:

- ☒ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_CSWreg*.

- B. Is your regulatory mechanism at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity (as of the effective date of the MS4 Permit)? ☒ Yes ☐ No

If you answered **yes** to the above question, proceed to C.

If you answered **no** to either of the above permit requirements listed in A. or B., describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

- C. Answer **yes** or **no** to indicate whether your regulatory mechanism(s) requires owners and operators of construction activity to develop site plans that incorporate the following erosion and sediment controls and waste controls as described in the Permit (Part III.D.4.a.(1)-(8)), and as listed below:

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 1. Best Management Practices (BMPs) to minimize erosion. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. BMPs to minimize the discharge of sediment and other pollutants. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. BMPs for dewatering activities. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Site inspections and records of rainfall events | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 5. BMP maintenance | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. Management of solid and hazardous wastes on each project site. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. Final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. Criteria for the use of temporary sediment basins. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

Post-construction stormwater management

- A. Do you have a regulatory mechanism(s) to address post-construction stormwater management activities? ☒ Yes ☐ No

1. If **yes**:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- ☐ Ordinance ☒ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules

☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Direct link:

☒ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_PostCSWreg*.

- B. Answer **yes** or **no** below to indicate whether you have a regulatory mechanism(s) in place that meets the following requirements as described in the Permit (Part III.D.5.a.):

1. **Site plan review:** Requirements that owners and/or operators of construction activity submit site plans with post-construction stormwater management BMPs to the permittee for review and approval, prior to start of construction activity. ☒ Yes ☐ No
2. **Conditions for post construction stormwater management:** Requires the use of any combination of BMPs, with highest preference given to Green Infrastructure techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a construction activity to the Maximum Extent Practicable (MEP):
 - a. For new development projects – no net increase from pre-project conditions (on an annual average basis) of: ☒ Yes ☐ No
 - 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
 - 2) Stormwater discharges of Total Suspended Solids (TSS).
 - 3) Stormwater discharges of Total Phosphorus (TP).
 - b. For redevelopment projects – a net reduction from pre-project conditions (on an annual average basis) of: ☒ Yes ☐ No
 - 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
 - 2) Stormwater discharges of TSS.
 - 3) Stormwater discharges of TP.
3. **Stormwater management limitations and exceptions:**
 - a. Limitations
 - 1) Prohibit the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) when the infiltration structural stormwater BMP will receive discharges from, or be constructed in areas: ☒ Yes ☐ No
 - a) Where industrial facilities are not authorized to infiltrate industrial stormwater under an NPDES/SDS Industrial Stormwater Permit issued by the MPCA.
 - b) Where vehicle fueling and maintenance occur.
 - c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
 - d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater.
 - 2) Restrict the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas: ☒ Yes ☐ No
 - a) With predominately Hydrologic Soil Group D (clay) soils.
 - b) Within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features.
 - c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13.
 - d) Where soil infiltration rates are more than 8.3 inches per hour.
 - 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), the permittee's regulatory mechanism(s) may allow exceptions as described in the Permit (Part III.D.5.a(3)(b)). The permittee's regulatory mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way ☒ Yes ☐ No

during the project planning process.

4. **Mitigation provisions:** The permittee's regulatory mechanism(s) shall ensure that any stormwater discharges of TSS and/or TP not addressed on the site of the original construction activity are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:
- a. Mitigation project areas are selected in the following order of preference: ☒ Yes ☐ No
 - 1) Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - 2) Locations within the same Minnesota Department of Natural Resource (DNR) catchment area as the original construction activity.
 - 3) Locations in the next adjacent DNR catchment area up-stream
 - 4) Locations anywhere within the permittee's jurisdiction.
 - b. Mitigation projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. ☒ Yes ☐ No
 - c. Routine maintenance of structural stormwater BMPs already required by this permit cannot be used to meet mitigation requirements of this part. ☒ Yes ☐ No
 - d. Mitigation projects shall be completed within 24 months after the start of the original construction activity. ☒ Yes ☐ No
 - e. The permittee shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part. ☒ Yes ☐ No
 - f. If the permittee receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management in Part III.D.5.a(2), the permittee shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e). ☒ Yes ☐ No
5. **Long-term maintenance of structural stormwater BMPs:** The permittee's regulatory mechanism(s) shall provide for the establishment of legal mechanisms between the permittee and owners or operators responsible for the long-term maintenance of structural stormwater BMPs not owned or operated by the permittee, that have been implemented to meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)). This only includes structural stormwater BMPs constructed after the effective date of this permit and that are directly connected to the permittee's MS4, and that are in the permittee's jurisdiction. The legal mechanism shall include provisions that, at a minimum:
- a. Allow the permittee to conduct inspections of structural stormwater BMPs not owned or operated by the permittee, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the permittee determines that the owner and/or operator of that structural stormwater BMP has not conducted maintenance. ☒ Yes ☐ No
 - b. Include conditions that are designed to preserve the permittee's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by the permittee, when those responsibilities are legally transferred to another party. ☒ Yes ☐ No
 - c. Include conditions that are designed to protect/preserve structural stormwater BMPs and site features that are implemented to comply with the Permit (Part III.D.5.a(2)). If site configurations or structural stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) continue to be met. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within twelve (12) months of the date permit coverage is extended, these permit requirements are met:

The MS4 is entirely owned and operated by the MS4. The MS4 follows applicable regulatory rules for new development and redevelopment. All development projects causing land disturbance are designed by consultants following regulatory rules and also submitted to the City of Rosemount for review in accordance with their MS4 program (adjacent MS4).

III. Enforcement Response Procedures (ERPs): (Part II.D.3)

- A. Do you have existing ERPs that satisfy the requirements of the Permit (Part III.B.)? ☒ Yes ☐ No

1. If **yes**, attach them to this form as an electronic document, with the following file naming convention: *MS4NameHere_ERPs*.
2. If **no**, describe the tasks and corresponding schedules that will be taken to assure that, with twelve (12) months of the date permit coverage is extended, these permit requirements are met:

B. Describe your ERPs:

The MS4 is entirely owned and operated by the MS4. The MS4 has included a noncompliance deduction in its contract language for private contractors working within the MS4. The MS4 monitors itself during regular operation activities to detect illicit discharges, which are documented on standard inspection forms, for elimination if required. The MS4 has an in-place Spill Prevention, Control, and Countermeasure Plan.

IV. Storm Sewer System Map and Inventory: (Part II.D.4.)

A. Describe how you manage your storm sewer system map and inventory:

The storm sewer system and inventory map is managed in ArcGIS and CADD formats. The map is updated as infrastructure projects are completed.

B. Answer **yes** or **no** to indicate whether your storm sewer system map addresses the following requirements from the Permit (Part III.C.1.a-d), as listed below:

1. The permittee's entire small MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes. ☒ Yes ☐ No
2. Outfalls, including a unique identification (ID) number assigned by the permittee, and an associated geographic coordinate. ☒ Yes ☐ No
3. Structural stormwater BMPs that are part of the permittee's small MS4. ☒ Yes ☐ No
4. All receiving waters. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

C. Answer **yes** or **no** to indicate whether you have completed the requirements of 2009 Minnesota Session Law, Ch. 172. Sec. 28: with the following inventories, according to the specifications of the Permit (Part III.C.2.a.-b.), including:

1. All ponds within the permittee's jurisdiction that are constructed and operated for purposes of water quality treatment, stormwater detention, and flood control, and that are used for the collection of stormwater via constructed conveyances. ☒ Yes ☐ No
2. All wetlands and lakes, within the permittee's jurisdiction, that collect stormwater via constructed conveyances. ☒ Yes ☐ No

D. Answer **yes** or **no** to indicate whether you have completed the following information for each feature inventoried.

1. A unique identification (ID) number assigned by the permittee. ☒ Yes ☐ No
2. A geographic coordinate. ☒ Yes ☐ No
3. Type of feature (e.g., pond, wetland, or lake). This may be determined by using best professional judgment. ☒ Yes ☐ No

If you have answered **yes** to all above requirements, and you have already submitted the Pond Inventory Form to the MPCA, then you do not need to resubmit the inventory form below.

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

E. Answer **yes** or **no** to indicate if you are attaching your pond, wetland and lake inventory to the MPCA on the form provided on the MPCA website at: <http://www.pca.state.mn.us/ms4>, according to the specifications of Permit (Part III.C.2.b.(1)-(3)). Attach with the following file naming convention: *MS4NameHere_inventory*. ☒ Yes ☐ No

If you answered **no**, the inventory form must be submitted to the MPCA MS4 Permit Program within 12 months of the date permit coverage is extended.

V. Minimum Control Measures (MCMs) (Part II.D.5)

A. MCM1: Public education and outreach

1. The Permit requires that, within 12 months of the date permit coverage is extended, existing permittees revise their education and outreach program that focuses on illicit discharge recognition and reporting, as well as other specifically selected stormwater-related issue(s) of high priority to the permittee during this permit term. Describe your **current** educational program, including **any high-priority topics included**:

The MS4 is entirely owned and operated by the MS4. The MS4 is a college campus with no residential facilities and all users commute to the campus. The current educational program focuses on educational materials, distribution methods, connecting with the audience groups, connecting with the adjoining MS4s, and educating operations staff.

2. List the categories of BMPs that address your public education and outreach program, including the distribution of educational materials and a program implementation plan. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the U.S. Environmental Protection Agency's (EPA) *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Brochures	Four educational brochures were produced from EPA templates and 200 copies were printed (50 of each brochure) for placing in holders at the MS4. Measurable goals are number of brochures printed and distributed on an annual basis.
Website	The MS4 has its SWPPP posted on the internet. Website hits are not counted.
Workshop	The MS4 holds regular SPCC Plan training for MS4 staff, and specific storm water items are discussed. Measureable goal is number of attendees.
Health Fair	Educational brochures are distributed at the annual college Health Fair. Measurable goals are number of brochures printed and distributed.
BMP categories to be implemented	Measurable goals and timeframes
Brochures	Reevaluate educational brochures and habits of audience group in the first quarter of 2014. Produce educational brochures according to reevaluation in the second quarter of 2014 (example: new brochure emphasizing parking lot illicit discharge issues such as leaking oil from a vehicle and proper reporting). Measurable goals are number of brochures developed, printed, and distributed.
Social Media/Website	Based on the educational brochure reevaluation, post links and brief summaries of topics on the MS4's Facebook and Twitter accounts. Measureable goal is number of social media posts completed.
Workshop	Based on the educational brochure reevaluation, update SPCC training for MS4 staff by the end of 2014. Measureable goal is number of attendees.
Health Fair	Continue distribution of educational brochures at the annual college Health Fair. Measurable goals are number of brochures printed and distributed.

3. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Lori Carlson, Health and Safety Coordinator

B. MCM2: Public participation and involvement

1. The Permit (Part III.D.2.a.) requires that, within 12 months of the date permit coverage is extended, existing permittees

shall revise their current program, as necessary, and continue to implement a public participation/involvement program to solicit public input on the SWPPP. Describe your current program:

The MS4 holds its annual meeting jointly with their safety meeting. The meeting is advertised a minimum of 30 days prior via posters in common areas of the college. The meeting usually occurs in the fourth quarter of each year.

- List the categories of BMPs that address your public participation/involvement program, including solicitation and documentation of public input on the SWPPP. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Annual Meeting	Hold annual meeting in fourth quarter of each year to summarize the activities of current year, to solicit input from audience groups, and to determine if changes are required in the SWPPP. Measureable goals are annual meeting held, numbers of attendees, and any input solicited.
Public Notice	Advertise a minimum of 30 days prior to annual meeting via posters in common areas of the college. Have the SWPPP available for viewing (Environmental Health and Safety Office). Measureable goal is public notice advertised.
BMP categories to be implemented	Measurable goals and timeframes
Social Media/Website	Post links and brief summaries of topics on the MS4's Facebook and Twitter accounts. Collect and review any comments posted to social media. Advertise annual meeting via social media. Measureable goal is number of social media posts completed.

- Do you have a process for receiving and documenting citizen input? ☒ Yes ☐ No

If you answered **no** to the above permit requirement, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

- Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Lori Carlson, Health and Safety Coordinator

C. MCM 3: Illicit discharge detection and elimination

- The Permit (Part III.D.3.) requires that, within 12 months of the date permit coverage is extended, existing permittees revise their current program as necessary, and continue to implement and enforce a program to detect and eliminate illicit discharges into the small MS4. Describe your current program:

The MS4 is entirely owned and operated by the MS4. The MS4 currently performs inspection and maintenance work on an ongoing basis, as part of regular operations, on storm water infrastructure. This includes reviewing basins, outfalls, and storage areas for required maintenance. All storm water infrastructure has been inspected and is documented on standard inspection forms.

- Does your Illicit Discharge Detection and Elimination Program meet the following requirements, as found in the Permit (Part III.D.3.c.-g.)?

- Incorporation of illicit discharge detection into all inspection and maintenance activities conducted under the Permit (Part III.D.6.e.-f.) Where feasible, illicit discharge inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation). ☒ Yes ☐ No

- b. Detecting and tracking the source of illicit discharges using visual inspections. The permittee may also include use of mobile cameras, collecting and analyzing water samples, and/or other detailed procedures that may be effective investigative tools. ☒ Yes ☐ No
- c. Training of all field staff, in accordance with the requirements of the Permit (Part III.D.6.g.(2)), in illicit discharge recognition (including conditions which could cause illicit discharges), and reporting illicit discharges for further investigation. ☐ Yes ☒ No
- d. Identification of priority areas likely to have illicit discharges, including at a minimum, evaluating land use associated with business/industrial activities, areas where illicit discharges have been identified in the past, and areas with storage of large quantities of significant materials that could result in an illicit discharge. ☐ Yes ☒ No
- e. Procedures for the timely response to known, suspected, and reported illicit discharges. ☒ Yes ☐ No
- f. Procedures for investigating, locating, and eliminating the source of illicit discharges. ☒ Yes ☐ No
- g. Procedures for responding to spills, including emergency response procedures to prevent spills from entering the small MS4. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer, if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. § 115.061. ☒ Yes ☐ No
- h. When the source of the illicit discharge is found, the permittee shall use the ERPs required by the Permit (Part III.B.) to eliminate the illicit discharge and require any needed corrective action(s). ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

The MS4 will provide training or partner with an adjacent MS4 to meet the training requirements of the permit. Priority areas likely to have illicit discharges will be identified and included on the MS4's storm sewer system map. Both tasks will be completed by the end of 2014.

3. List the categories of BMPs that address your illicit discharge, detection and elimination program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Storm Sewer System Map	Prepare and update storm sewer system map to include outfalls, ponds, structural devices, and receiving waters. Outfalls 24 inches and greater shall be mapped. Measureable goal is updated map.
Illicit Discharge Detection and Elimination	MS4 staff visually screens storm water infrastructure as part of regular operations for illicit discharges, which are documented and addressed accordingly. Measureable goal is illicit discharges detected and eliminated.
Information Program	Distribute educational brochures to audience groups and MS4 staff (as part of SPCC training). Measureable goals are number of brochures distributed and number of attendees.
BMP categories to be implemented	Measurable goals and timeframes
Storm Sewer System Map	Continue to update storm sewer system map to include outfalls, ponds, structural devices, and receiving waters. Outfalls 12 inches and greater shall be mapped. Illicit discharge priority areas will be identified and included on the MS4's storm sewer system map. Measureable goal is updated map.
Information Program	Distribute educational materials via social media to the audience groups. Measureable goal is number of social media posts completed.
Training Program	Provide training or partner with an adjacent MS4 to meet the training requirements of the permit. Measureable goal is number of attendees.

4. Do you have procedures for record-keeping within your Illicit Discharge Detection and Elimination (IDDE) program as specified within the Permit (Part III.D.3.h.)? ☒ Yes ☐ No

If you answered **no**, indicate how you will develop procedures for record-keeping of your Illicit Discharge, Detection and Elimination Program, within 12 months of the date permit coverage is extended:

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Lori Carlson, Health and Safety Coordinator

D. MCM 4: Construction site stormwater runoff control

1. The Permit (Part III.D.4) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a construction site stormwater runoff control program. Describe your current program:

The MS4 has a standard specification (contract language) for construction site storm water runoff control.

2. Does your program address the following BMPs for construction stormwater erosion and sediment control as required in the Permit (Part III.D.4.b.):
- a. Have you established written procedures for site plan reviews that you conduct prior to the start of construction activity? ☒ Yes ☐ No
 - b. Does the site plan review procedure include notification to owners and operators proposing construction activity that they need to apply for and obtain coverage under the MPCA's general permit to *Discharge Stormwater Associated with Construction Activity No. MN R100001*? ☒ Yes ☐ No
 - c. Does your program include written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted by the public to the permittee? ☒ Yes ☐ No
 - d. Have you included written procedures for the following aspects of site inspections to determine compliance with your regulatory mechanism(s):
 - 1) Does your program include procedures for identifying priority sites for inspection? ☒ Yes ☐ No
 - 2) Does your program identify a frequency at which you will conduct construction site inspections? ☒ Yes ☐ No
 - 3) Does your program identify the names of individual(s) or position titles of those responsible for conducting construction site inspections? ☒ Yes ☐ No
 - 4) Does your program include a checklist or other written means to document construction site inspections when determining compliance? ☒ Yes ☐ No
 - e. Does your program document and retain construction project name, location, total acreage to be disturbed, and owner/operator information? ☒ Yes ☐ No
 - f. Does your program document stormwater-related comments and/or supporting information used to determine project approval or denial? ☒ Yes ☐ No
 - g. Does your program retain construction site inspection checklists or other written materials used to document site inspections? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

3. List the categories of BMPs that address your construction site stormwater runoff control program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Construction Site Erosion and Sediment Control	Include standard specification in all contract documents for construction projects with land disturbance to material storage outside of building structures. Measureable goal is number of times specification is used.

BMP categories to be implemented	Measurable goals and timeframes

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Paul Demuth, Director of Facilities Management

E. MCM 5: Post-construction stormwater management

1. The Permit (Part III.D.5.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a post-construction stormwater management program. Describe your current program:

The MS4 relies on consultants designing land-disturbing projects to select the appropriate BMPs to meet regulatory requirements for redevelopment and new development. The consultants submit permit applications and obtain approvals on behalf of the MS4. Infiltration practices meeting the City of Rosemount and NPDES regulatory requirements are being used. The MS4 owns and inspects all infrastructure in the MS4, using standard forms to document current conditions and to recommend maintenance requirements.

2. Have you established written procedures for site plan reviews that you will conduct prior to the start of construction activity? ☒ Yes ☐ No
3. Answer **yes** or **no** to indicate whether you have the following listed procedures for documentation of post-construction stormwater management according to the specifications of Permit (Part III.D.5.c.):
- a. Any supporting documentation that you use to determine compliance with the Permit (Part III.D.5.a), including the project name, location, owner and operator of the construction activity, any checklists used for conducting site plan reviews, and any calculations used to determine compliance? ☒ Yes ☐ No
- b. All supporting documentation associated with mitigation projects that you authorize? ☒ Yes ☐ No
- c. Payments received and used in accordance with Permit (Part III.D.5.a.(4)(f))? ☐ Yes ☒ No
- d. All legal mechanisms drafted in accordance with the Permit (Part III.D.5.a.(5)), including date(s) of the agreement(s) and names of all responsible parties involved? ☐ Yes ☒ No

If you answered **no** to any of the above permit requirements, describe the steps that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

Items 3.c and 3.d are not applicable, as the MS4 is entirely owned and operated by the MS4.

4. List the categories of BMPs that address your post-construction stormwater management program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Storm Water Management	The MS4 shall verify that land-disturbing projects have selected appropriate BMPs and obtained required regulatory approvals. This is an ongoing BMP with no timeframe. Measureable goal is that standard specification was followed.
Long-Term Maintenance	The MS4 shall inspect and perform maintenance on an ongoing basis, as part of regular operations, for storm water infrastructure. Inspections and maintenance activities shall be recorded on the standard inspection forms. This is an ongoing

	BMP with no timeframe. Measureable goals are number of inspections completed and maintenance work performed.

BMP categories to be implemented	Measurable goals and timeframes
Storm Water Management	The MS4 shall verify that land-disturbing projects have selected appropriate BMPs and obtained required regulatory approvals (Site Plans). New development shall have no net increase in discharge volume, TSS, or TP on an average annual basis and redevelopment shall have a net reduction for the same parameters. To meet these requirements, the MS4 shall continue to rely on infiltration as the main BMP and shall follow the guidelines in the NPDES permit for limitations. Mitigation provisions (Part III.D.5.a.4) are currently not applicable to the MS4. This is an ongoing BMP with no timeframe. Measureable goal is that standard specification was followed.
Site Plans	The MS4 shall require that consultants designing land-disturbing projects select the appropriate BMPs to meet regulatory requirements for redevelopment and new development. The consultant shall provide a letter (including all application materials) confirming that regulatory requirements have been satisfied for the project. This is an ongoing BMP with no timeframe. Measureable goal is that standard specification was followed.

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Paul Demuth, Director of Facilities Management

F. MCM 6: Pollution prevention/good housekeeping for municipal operations

1. The Permit (Part III.D.6.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement an operations and maintenance program that prevents or reduces the discharge of pollutants from the permittee owned/operated facilities and operations to the small MS4. Describe your current program:

The MS4 currently performs inspection and maintenance work on an ongoing basis, as part of regular operations, on storm water infrastructure. This includes reviewing basins, outfalls, and storage areas for required maintenance. The MS4 performs sweeping twice annually. The MS4 inspected all storm water infrastructure twice during the previous permit period. The MS4 provides training to MS4 staff as part of the SPCC Plan training.

2. Do you have a facilities inventory as outlined in the Permit (Part III.D.6.a.)? ☐ Yes ☒ No
3. If you answered **no** to the above permit requirement in question 2, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

The MS4 has a partial facility inventory in their SPCC Plan. The MS4 will modify the facility inventory to include permit requirements by the end of 2014.

4. List the categories of BMPs that address your pollution prevention/good housekeeping for municipal operations program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. For an explanation of measurable goals, refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Operations and Maintenance Program	The MS4 shall utilize training materials developed by the MS4 or other regulatory agencies to prevent or reduce storm water pollution from standard operations that occur at the MS4. Measureable goals include number of materials prepared and distributed.
Street Sweeping	Perform sweeping of the MS4 twice annually. Track waste disposal location and weight of material removed (measureable goal).
Annual Inspections	Perform annual inspections of structural pollution control devices and exposed stockpile, storage, and material handling areas. Measureable goal is number of inspections completed.
Infrastructure Inspections and Maintenance	Inspect storm sewer system per the permit term requirements. Prepare recommendations for maintenance work. Measureable goals are documenting inspections and maintenance work completed.
BMP categories to be implemented	
Facility Inventory	Prepare and continually update the facility inventory map. The map shall include items listed in the permit. The inventory will also include best management practices to be utilized for protection of discharges. Measureable goal is complete inventory map.
Source Water Protection Area	Incorporate protection measures to meet Source Water Protection Area requirements (City of Rosemount). Measureable goal is documenting and meeting required protection measures.
Employee Training	The MS4 shall prepare a more detailed training program for MS4 staff to be implemented during regular operations. The MS4 shall look for partnering training opportunities with adjacent MS4s. Document all training per the permit. Measureable goal is training attended by MS4 staff.
Pond Assessment	Prepare pond assessment to determine TP and TSS treatment effectiveness. The MS4 intends to perform simple modeling with industry available software by the end of 2015. Measureable goal is model results.

5. Does discharge from your MS4 affect a Source Water Protection Area (Permit Part III.D.6.c.)? ☒ Yes ☐ No
- a. If **no**, continue to 6.
- b. If **yes**, the Minnesota Department of Health (MDH) is in the process of mapping the following items. Maps are available at <http://www.health.state.mn.us/divs/eh/water/swp/maps/index.htm>. Is a map including the following items available for your MS4:
- 1) Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330? ☒ Yes ☐ No
- 2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13? ☒ Yes ☐ No
- c. Have you developed and implemented BMPs to protect any of the above drinking water sources? ☐ Yes ☒ No
6. Have you developed procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater, according to the Permit (Part III.D.6.d.)? ☒ Yes ☐ No
7. Do you have inspection procedures that meet the requirements of the Permit (Part III.D.6.e.(1)-(3)) for structural stormwater BMPs, ponds and outfalls, and stockpile, storage and material handling areas? ☒ Yes ☐ No
8. Have you developed and implemented a stormwater management training program commensurate with each employee's job duties that:

- a. Addresses the importance of protecting water quality? ☐ Yes ☒ No
- b. Covers the requirements of the permit relevant to the duties of the employee? ☐ Yes ☒ No
- c. Includes a schedule that establishes initial training for new and/or seasonal employees and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements? ☐ Yes ☒ No

9. Do you keep documentation of inspections, maintenance, and training as required by the Permit (Part III.D.6.h.(1)-(5))? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements listed in **Questions 5 – 9**, then describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

The MS4 shall review City of Rosemount Source Water Protection Plan(s) and implement required treatment measures. The MS4 shall implement an employee training program meeting permit requirements. Both tasks will be completed by the end of 2014.

10. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Paul Demuth, Director of Facilities Management

VI. Compliance Schedule for an Approved Total Maximum Daily Load (TMDL) with an Applicable Waste Load Allocation (WLA) (Part II.D.6.)

- A. Do you have an approved TMDL with a Waste Load Allocation (WLA) prior to the effective date of the Permit? ☐ Yes ☒ No

1. If **no**, continue to section VII.

2. If **yes**, fill out and attach the MS4 Permit TMDL Attachment Spreadsheet with the following naming convention: *MS4NameHere_TMDL*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VII. Alum or Ferric Chloride Phosphorus Treatment Systems (Part II.D.7.)

- A. Do you own and/or operate any Alum or Ferric Chloride Phosphorus Treatment Systems which are regulated by this Permit (Part III.F.)? ☐ Yes ☒ No

1. If **no**, this section requires no further information.

2. If **yes**, you own and/or operate an Alum or Ferric Chloride Phosphorus Treatment System within your small MS4, then you must submit the Alum or Ferric Chloride Phosphorus Treatment Systems Form supplement to this document, with the following naming convention: *MS4NameHere_TreatmentSystem*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VIII. Add any Additional Comments to Describe Your Program

SECTION 31 00 00

AIR, LAND, AND WATER PROTECTION

PART 1 - GENERAL

- 1.01 SCOPE. This Section includes all labor, materials, equipment, and services necessary and incidental for air, land, and water protection. The Owner and Contractor are responsible for protection of the Owner's facility and Municipal Separate Storm Sewer System (MS4).
- 1.02 DESCRIPTION. The Owner and Contractor shall schedule and conduct work activities in a manner that will protect (prevent, control, minimize, or abate) air, land, and water resources from pollution and illicit discharge in accordance with this Section.
- A. Air Protection. Protect air resources both inside and outside of the Owner's facility(s) from pollutants. Pollutants are defined as, but not limited to, dust associated with grading work, equipment emissions, hazardous materials, and illicit discharges.
 - B. Land Protection. Protect land resources within and outside of the Owner's facility(s) from pollutants. Pollutants are defined as, but not limited to, erosion of soil due to work, sediment laden storm water runoff, hazardous materials, and illicit discharges.
 - C. Water Protection. Protect water resources within and outside of the Owner's facility(s) from pollutants. Water resources are defined as, but not limited to; wetlands, lakes, rivers, aquifers, and storm sewer systems. Pollutants are defined as, but not limited to; sediment laden storm water runoff, hazardous materials, and illicit discharges.
 - D. Illicit Discharge. Monitor for illicit discharge within and outside the Owner's facility(s) and MS4 for non-storm water discharges. Sources and exemptions for non-storm water discharges are detailed below. The monitoring shall include identifying and locating non-storm water discharge source(s); performing visual inspections; notifying the Owner of illicit discharge occurrences; and determining the appropriate corrective action to eliminate the illicit discharge. The Owner shall refer its Spill Prevention, Control, and Countermeasure (SPCC) Plan for additional guidance. Significant spills shall be reported to State Duty Officer at 651-649-5451.
 - 1. Sources of Illicit Discharge. Non-storm water discharge sources within and outside of the Owner's facility(s) could include sanitary waste water, effluent from septic tanks, car wash waste water (nonresidential), improper oil disposal, radiator flushing disposal, laundry waste water, spills for vehicle accidents, improper disposal of vehicle/facility toxics, and improper disposal of land care chemicals.
 - 2. Exemptions for Illicit Discharge. Non-storm water discharge from water line flushing, irrigation water, uncontaminated groundwater collection (sumps and subdrains), discharge from potable water sources, air conditioning condensation, street wash water, and dechlorinated pool discharge are exempt.
- 1.03 LAWS TO BE OBSERVED. The Owner and Contractor shall keep fully informed of and shall at all times observe and comply with all federal, state, and local laws, ordinances, and regulations. The Owner and Contractor shall observe and comply with the Owner's Municipal Separate Storm Sewer System Permit (Minnesota Pollution Control Agency Permit No. MNR040000) and the National Pollutant Discharge Elimination System (NPDES) Construction General Permit (CGP) (Minnesota Pollution Control Agency Permit No. MNR100001). Both permits detail extensive requirements for construction site storm water runoff control and post-construction storm water management.

- 1.04 **SAFETY.** Installation, maintenance, and removal of any materials or equipment necessary to comply with this Section shall only be completed when safe working conditions exist as determined by the Owner and Contractor.
- 1.05 **PAYMENT.** All work provided in this Section shall be considered incidental unless otherwise specified in the Project documents.
- 1.06 **WITHHOLDING OF PAYMENT FOR NONCOMPLIANCE.** If the Contractor fails to observe and comply with all federal, state, and local laws, ordinances, and regulations or this Section, as determined by the Owner, the Owner will issue a written order to the Contractor. The Contractor shall respond to the order within 24 hours with sufficient personnel, equipment, and materials and conduct the ordered work or be subject to a \$500.00 per calendar day deduction for noncompliance.

PART 2 - PRODUCTS

- 2.01 **GENERAL.** See Part 3, Execution, for miscellaneous materials required.

PART 3 - EXECUTION

- 3.01 **BEFORE WORK ACTIVITIES.** The Owner and Contractor shall provide temporary measures for pollution protection, as defined in this Section, prior to beginning any work. Temporary measures shall be submitted to the Owner for approval, in the form of a site plan, which is developed by the Erosion Control Supervisor as required.
- A. **Site Plan(s).** Provide a site plan(s) detailing the temporary measures for pollution protection. The site plan(s) shall show locations and types of the temporary measures, material (both hazardous and non-hazardous) storage locations, and schedule for Owner approval.
 - B. **Erosion Control Supervisor.** Provide an Erosion Control Supervisor with a valid certification to direct the operations and ensure compliance with all federal, state, and local laws, ordinances, and regulations for work that cumulatively disturbs one acre or more of land, including material storage and stockpile areas. For work that disturbs less than one acre of land, including material storage and stockpile areas, no Erosion Control Supervisor shall be required; however, the Owner and Contractor shall still comply with all requirements of this Section. The certification is obtained by completing a 2-day Erosion/Sediment Control Site Management training class and passing the required test. The training class shall be provided by the University of Minnesota Erosion and Sediment Control Certification Program.
- 3.02 **DURING WORK ACTIVITIES.** The Owner and Contractor shall provide and maintain temporary measures for pollution protection, as defined in this Section, during work activities to the Owner's satisfaction. The Contractor and Owner shall follow the Owner-approved Site Plan and shall update the Site Plan on a weekly basis or as temporary measures are added, modified, or removed from the Project. The Owner and Contractor shall control and provide for temporary drainage during work activities such that flooding does not occur upstream, downstream, or on the Owner's property.
- A. **Vehicle Tracking.** Provide a rock construction exit pad for the work area. The exit pad shall be constructed of 1- to 2-inch diameter granular material with a 6-inch minimum depth. The dimensions of the exit pad shall be sufficient to minimize tracking of sediment onto roadways. If the exit pad does not adequately function, as determined by the Owner, a tire washing facility must be constructed.
 - B. **Street Sweeping.** Clean paved streets at the end of each working day, or more frequently as directed by the Owner, to provide safe conditions for the traveling public. A pick-up type

street sweeper shall be utilized unless otherwise approved by the Owner.

- C. Sediment Removal. Remove deposited sediment from temporary protection measures when 50 percent of the capacity is reached. The removal shall consist of excavating and other associated operations to restore the capacity of the temporary measure.
 - D. Inlet Protection. Provide inlet protection for all catch basin grates, yard inlet grates, and culverts that may have the ability to convey sediment laden storm water runoff. Inlet protection devices shall be maintained on a regular basis and replaced as required to maintain functionality. The Contractor shall be responsible to remove any deposited sediment in and/or plugging associated with the work from any storm water conveyance system as directed by the Owner or upon Project completion.
 - E. Temporary Sediment Basins. Construct temporary sediment basin(s) concurrently with the start of work activities to trap sediment on site. The basin(s) shall be sized to handle the runoff from the localized watershed and shall have a controlled outlet that is protected from erosion.
 - F. Dewatering. Dewater directly to a storm water conveyance system without first treating the discharge for sediment. Discharge from dewatering activities shall be treated through the use of sediment basins, vegetative filter strips, or other Owner-approved method. The Contractor shall be responsible to obtain any required dewatering permit(s).
 - G. Stockpiles. Provide perimeter control measures around stockpile(s). Stockpile(s) of erodible granular materials must be protected with temporary measures such as mulch or plastic sheeting if the materials are not to be used for a significant time period as defined by any laws, ordinances, or regulations.
 - H. Concrete Truck Washout. Construct a concrete truck washout facility for the Project. The facility must be of sufficient size to ensure no discharge of the concrete washout leaves the Project.
 - I. Riprap. Riprap with underlying geotextile fabric, meeting Minnesota Department of Transportation specifications, per Project documents or as directed by the Owner.
 - J. Dust Control. Control dust on the Project utilizing water or other Owner-approved method on a regular basis.
 - K. Ditch Checks. Provide ditch checks as required for erosion control.
 - L. Material Storage. Provide a material storage area that will prevent the discharge of pollutants to the storm water conveyance system. All materials shall be covered, elevated above grade, and labeled. Hazardous materials shall also be provided with secondary containment.
 - M. Waste Management. Provide a dumpster(s) to store waste generated from material packaging, surplus materials scraps, food containers, etc. The dumpster(s) used for domestic waste materials shall have a cover. The Contractor shall collect and dispose of waste materials on a daily basis from the Project.
- 3.03 COMPLETION OF WORK ACTIVITIES. The Owner and Contractor shall remove all temporary measures for pollution protection, as defined in this Section and on the Site Plan(s), when work activities are completed and all terms and conditions of federal, state, and local laws, ordinances, and regulations have been adhered to and meet the satisfaction of the Owner. Restore all work area(s) to original condition, as defined by this Section, unless otherwise specified in the Project documents.
- A. Turf Establishment. Reestablish turf as specified in the Project documents or by the

following methods meeting Minnesota Department of Transportation specifications:

Seed mixture 260 applied at 120 pounds per acre with 22-5-10 80 fertilizer applied at 350 pounds per acre. Category 1 blanket or Type 3 mulch applied at 2 tons per acre with disc anchoring shall be used. Lawn sod or hydroseeding as an alternate must be approved by the Owner. Maintain the reestablishment areas with watering and weed control.

END OF SECTION

SECTION 31 00 00

AIR, LAND, AND WATER PROTECTION

PART 1 - GENERAL

- 1.01 SCOPE. This Section includes all labor, materials, equipment, and services necessary and incidental to the Project for air, land, and water protection.
- 1.02 DESCRIPTION. The Contractor shall schedule and conduct work activities in a manner that will protect (prevent, control, minimize, or abate) air, land, and water resources from pollution in accordance with this Section.
- A. Air Protection. The Contractor shall protect air resources both inside and outside of the Owner's facility(s) from pollutants. Pollutants are defined as, but not limited to, dust associated with grading work, equipment emissions, and hazardous materials.
- B. Land Protection. The Contractor shall protect land resources within and outside of the Owner's property from pollutants. Pollutants are defined as, but not limited to, erosion of soil due to work, sediment laden storm water runoff, and hazardous materials.
- C. Water Protection. The Contractor shall protect water resources within and outside of the Owner's property from pollutants. Water resources are defined as, but not limited to; wetlands, lakes, rivers, and aquifers. Pollutants are defined as, but not limited to; sediment laden storm water runoff and hazardous materials.
- D. Illicit Discharge. The Contractor shall monitor for illicit discharge within the Owner's property for non-storm water discharges. The monitoring shall include identifying and locating non-storm water discharge source(s); performing visual inspections; and notifying the Owner of illicit discharge occurrences. The Owner shall assist the Contractor in locating and determining the appropriate corrective action to eliminate the illicit discharge. The Owner shall refer its Spill Prevention, Control, and Countermeasure (SPCC) Plan for additional guidance. Significant spills shall be reported to State Duty Officer at 651-649-5451.
- 1.03 LAWS TO BE OBSERVED. The Contractor shall keep fully informed of and shall at all times observe and comply with all federal, state, and local laws, ordinances, and regulations. The Contractor shall observe and comply with the Owner's Municipal Separate Storm Sewer System Permit (Minnesota Pollution Control Agency Permit No. MNR040000). The Contractor shall protect and indemnify the Owner and its representatives against all claims and liabilities arising from or based on violations committed by the Contractor or subcontractor(s). The Contractor shall immediately report to the Owner in writing any provisions in the Contract that are contrary to or inconsistent with any laws, ordinances, or regulations.
- 1.04 SAFETY. Installation, maintenance, and removal of any materials or equipment necessary to comply with this Section shall only be completed when safe working conditions exist as determined by the Contractor.
- 1.05 PAYMENT. All work provided in this Section shall be considered incidental to the Project unless otherwise specified in the Project documents.
- 1.06 WITHHOLDING OF PAYMENT FOR NONCOMPLIANCE. If the Contractor fails to observe and comply with all federal, state, and local laws, ordinances, and regulations or this Section, as determined by the Owner, the Owner will issue a written order to the Contractor. The Contractor shall respond to the order within 24 hours with sufficient personnel, equipment, and materials and conduct the ordered work or be subject to a \$500.00 per calendar day deduction for noncompliance.

PART 2 - PRODUCTS

2.01 GENERAL. See Part 3, Execution, for miscellaneous materials required.

PART 3 - EXECUTION

3.01 BEFORE WORK ACTIVITIES. The Contractor shall provide temporary measures for pollution protection, as defined in this Section, prior to beginning any work. Temporary measures shall be submitted to the Owner for approval, in the form of a site plan, which is developed by the Contractor and their Erosion Control Supervisor as required.

- A. Site Plan(s). The Contractor shall provide a site plan(s) detailing the temporary measures for pollution protection. The site plan(s) shall show locations and types of the temporary measures, material (both hazardous and non-hazardous) storage locations, and schedule for Owner approval.
- B. Erosion Control Supervisor. The Contractor shall provide an Erosion Control Supervisor with a valid certification to direct the Contractor and subcontractor(s) operations and ensure compliance with all federal, state, and local laws, ordinances, and regulations for work that cumulatively disturbs one acre or more of land, including material storage and stockpile areas. For work that disturbs less than one acre of land, including material storage and stockpile areas, no Erosion Control Supervisor shall be required; however, the Contractor shall still comply with all requirements of this Section. The certification is obtained by completing a 2-day Erosion/Sediment Control Site Management training class and passing the required test. The training class shall be provided by the University of Minnesota Erosion and Sediment Control Certification Program.

3.02 DURING WORK ACTIVITIES. The Contractor shall provide and maintain temporary measures for pollution protection, as defined in this Section, during work activities to the Owner's satisfaction. The Contractor shall follow the Owner-approved Site Plan and shall update the Site Plan on a weekly basis or as temporary measures are added, modified, or removed from the Project. The Contractor shall control and provide for temporary drainage during work activities such that flooding does not occur upstream, downstream, or on the Owner's property.

- A. Vehicle Tracking. The Contractor shall provide a rock construction exit pad for the work area. The exit pad shall be constructed of 1- to 2-inch diameter granular material with a 6-inch minimum depth. The dimensions of the exit pad shall be sufficient to minimize tracking of sediment onto roadways. If the exit pad does not adequately function, as determined by the Owner, a tire washing facility must be constructed.
- B. Street Sweeping. The Contractor shall clean paved streets at the end of each working day, or more frequently as directed by the Owner, to provide safe conditions for the traveling public. A pick-up type street sweeper shall be utilized unless otherwise approved by the Owner.
- C. Sediment Removal. The Contractor shall remove deposited sediment from temporary protection measures when 50 percent of the capacity is reached. The removal shall consist of excavating and other associated operations to restore the capacity of the temporary measure.
- D. Inlet Protection. The Contractor shall provide inlet protection for all catch basin grates, yard inlet grates, and culverts that may have the ability to convey sediment laden storm water runoff. Inlet protection devices shall be maintained on a regular basis and replaced as required to maintain functionality. The Contractor shall be responsible to remove any

deposited sediment in and/or plugging associated with the work from any storm water conveyance system as directed by the Owner or upon Project completion.

- E. Temporary Sediment Basins. The Contractor shall construct temporary sediment basin(s) concurrently with the start of work activities to trap sediment on site. The basin(s) shall be sized to handle the runoff from the localized watershed and shall have a controlled outlet that is protected from erosion.
 - F. Dewatering. The Contractor shall not dewater directly to a storm water conveyance system without first treating the discharge for sediment. Discharge from dewatering activities shall be treated through the use of sediment basins, vegetative filter strips, or other Owner-approved method. The Contractor shall be responsible to obtain any required dewatering permit(s).
 - G. Stockpiles. The Contractor shall provide perimeter control measures around stockpile(s). Stockpile(s) of erodible granular materials must be protected with temporary measures such as mulch or plastic sheeting if the materials are not to be used for a significant time period as defined by any laws, ordinances, or regulations.
 - H. Concrete Truck Washout. The Contractor shall construct a concrete truck washout facility for the Project. The facility must be of sufficient size to ensure no discharge of the concrete washout leaves the Project.
 - I. Riprap. The Contractor shall use riprap with underlying geotextile fabric, meeting Minnesota Department of Transportation specifications, per Project documents or as directed by the Owner.
 - J. Dust Control. The Contractor shall control dust on the Project utilizing water or other Owner-approved method on a regular basis.
 - K. Ditch Checks. The Contractor shall provide ditch checks as required for erosion control.
 - L. Material Storage. The Contractor shall provide a material storage area that will prevent the discharge of pollutants to the storm water conveyance system. All materials shall be covered, elevated above grade, and labeled. Hazardous materials shall also be provided with secondary containment.
 - M. Waste Management. The Contractor shall provide a dumpster(s) to store waste generated from material packaging, surplus materials scraps, food containers, etc. The dumpster(s) used for domestic waste materials shall have a cover. The Contractor shall collect and dispose of waste materials on a daily basis from the Project.
- 3.03 COMPLETION OF WORK ACTIVITIES. The Contractor shall remove all temporary measures for pollution protection, as defined in this Section and on the Site Plan(s), when work activities are completed and all terms and conditions of federal, state, and local laws, ordinances, and regulations have been adhered to and meet the satisfaction of the Owner. The Contractor shall restore all work area(s) to original condition, as defined by this Section, unless otherwise specified in the Project documents.
- A. Turf Establishment. The Contractor shall reestablish turf as specified in the Project documents or by the following methods meeting Minnesota Department of Transportation specifications:

Seed mixture 260 applied at 120 pounds per acre with 22-5-10 80 fertilizer applied at 350 pounds per acre. Category 1 blanket or Type 3 mulch applied at 2 tons per acre with disc anchoring shall be used. Lawn sod or hydroseeding as an alternate must be approved by the Owner. The Contractor shall maintain the reestablishment areas with watering and weed control.

END OF SECTION

STRUCTURE NUMBER:



DAKOTA COUNTY
TECHNICAL COLLEGE

OUTFALL STRUCTURE INSPECTION FORM

STRUCTURE DESCRIPTION:

Size of pipe _____

Pipe material _____

YES NO

Flared end section ☐ ☐

Trash guard ☐ ☐

Riprap ☐ ☐

STRUCTURE INSPECTION (Check all that apply):

OPERATING PERFORMANCE:

- ☐ Good working condition, able to perform intended function, and free flow of water.
- ☐ Fair working condition, able to perform intended function, free flow of water, and evidence of sediment build-up or other partial obstructions.
- ☐ Poor working condition, unable to perform intended function for desired flow rates, and considerable flow restrictions exist.
- ☐ Maintenance required.

TYPE OF OBSTRUCTION/FLOW RESTRICTION PRESENT:

- ☐ Sediment build-up at or around structure.
- ☐ Debris, refuse, or other obstructions present.
- ☐ Pipe damaged, out of intended alignment, or shape.
- ☐ Other: _____

STRUCTURE CONDITION:

- ☐ Structure in good shape.
- ☐ Structure is in need of repairs.
- ☐ Erosion/undercutting evident at or around structure.
- ☐ Riprap in good condition and stable.

MAINTENANCE

- ☐ Minor maintenance performed with inspection (fill out anticipated and actual work dates below).

- ☐ Maintenance to be scheduled (fill out anticipated and actual work dates below).

ILLICIT DISCHARGE(S)

- ☐ Dry weather flow(s) present.

Characteristics of Illicit Discharge (If box checked please explain):

- ☐ Odor Present _____
☐ Color _____
☐ Corrosive _____
☐ Pipe Etching _____
☐ Burning Eyes _____
☐ Other Characteristics _____
☐ Have flow chemically identified.

Determine Source(s), state if source is known or speculation: _____

- ☐ Can not locate

Record clear, unpolluted dry weather flows observed during outfall inspections. If there is clear, dry weather flow, the discharge may be coming from unregulated sources. Unless flows are a significant contributor of pollutants these may not be regulated, however they must be recorded.

Additional comments/chemical identification.

☐ _____

Date of inspection: _____ By: _____

Weather: _____

Anticipated work date: _____ Actual work date: _____

STRUCTURE NUMBER:



DAKOTA COUNTY
TECHNICAL COLLEGE

POLLUTION CONTROL STRUCTURE INSPECTION FORM

STRUCTURE DESCRIPTION:

INLET

Size of pipe _____

Pipe material _____

YES NO NOT
VISIBLE

Sediment deposits ☐ ☐ ☐

Trash deposits ☐ ☐ ☐

OUTLET

Size of pipe _____

Pipe material _____

YES NO NOT
VISIBLE

Sediment deposits ☐ ☐ ☐

Trash deposits ☐ ☐ ☐

STRUCTURE INSPECTION (Check all that apply):

OPERATING PERFORMANCE:

- ☐ Good working condition, able to perform intended function, and free flow of water.
- ☐ Fair working condition, able to perform intended function, free flow of water, and evidence of sediment build-up or other partial obstructions.
- ☐ Poor working condition, unable to perform intended function for desired flow rates, and considerable flow restrictions exist.
- ☐ Maintenance required.

TYPE OF OBSTRUCTION/FLOW RESTRICTION PRESENT:

- ☐ Sediment build-up at or around structure.
- ☐ Debris, refuse, or other obstructions present.
- ☐ Pipe damaged, out of intended alignment, or shape.
- ☐ Other: _____

STRUCTURE CONDITION:

	Structure	Inlet Structure	Outlet Structure
Structure in good shape.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Structure is in need of repairs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erosion/undercutting evident at or around structure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Riprap in good condition and stable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MAINTENANCE

- ☐ Material collected and how much: _____
- ☐ Sump depth reading as-built _____ ft
- Outlet invert to top of sediment _____ ft
- Storage remaining _____ ft
- ☐ Minor maintenance performed with inspection (fill out anticipated and actual work dates below).

- ☐ Maintenance to be scheduled (fill out anticipated and actual work dates below).

ILLICIT DISCHARGE(S)

- ☐ Dry weather flow(s) present.

Characteristics of Illicit Discharge (If box checked please explain):

- ☐ Odor Present _____
- ☐ Color _____
- ☐ Corrosive _____
- ☐ Pipe Etching _____
- ☐ Burning Eyes _____
- ☐ Other Characteristics _____
- ☐ Have flow chemically identified.

Determine Source(s), state if source is known or speculation: _____

- ☐ Can not locate

Record clear, unpolluted dry weather flows observed during outfall inspections. If there is clear, dry weather flow, the discharge may be coming from unregulated sources. Unless flows are a significant contributor of pollutants these may not be regulated, however they must be recorded.

Additional comments/chemical identification.

☐ _____

Date of inspection: _____ By: _____

Weather: _____

Anticipated work date: _____ Actual work date: _____

POND / BASIN NUMBER:



DAKOTA COUNTY
TECHNICAL COLLEGE

POND / BASIN INSPECTION FORM

POND/BASIN INFLOW STRUCTURE INSPECTION (Check all that apply):

OPERATING PERFORMANCE:

- ☐ Good working condition, able to perform intended function, and free flow of water.
- ☐ Fair working condition, able to perform intended function, free flow of water, and evidence of sediment build-up or other partial obstructions.
- ☐ Poor working condition, unable to perform intended function for desired flow rates, and considerable flow restrictions exist.
- ☐ Maintenance required.

TYPE OF OBSTRUCTION/FLOW RESTRICTION PRESENT:

- ☐ Sediment build-up at or around structure.
- ☐ Debris, refuse, or other obstructions present.
- ☐ Pipe damaged, out of intended alignment, or shape.
- ☐ Other: _____

STRUCTURE CONDITION:

- ☐ Structure in good shape.
- ☐ Structure is in need of repairs.
- ☐ Erosion evident at or around structure.
- ☐ Riprap in good condition and stable.

POND/BASIN OUTFLOW STRUCTURE INSPECTION (Check all that apply):

OPERATING PERFORMANCE:

- ☐ Good working condition, able to perform intended function, and free flow of water.
- ☐ Fair working condition, able to perform intended function, free flow of water, and evidence of sediment build-up or other partial obstructions.
- ☐ Poor working condition, unable to perform intended function for desired flow rates, and considerable flow restrictions exist.
- ☐ Maintenance required.

TYPE OF OBSTRUCTION/FLOW RESTRICTION PRESENT:

- ☐ Sediment build-up at or around structure.
- ☐ Debris, refuse, or other obstructions present.
- ☐ Pipe damaged, out of intended alignment, or shape.
- ☐ Other: _____

STRUCTURE CONDITION:

- ☐ Structure in good shape.
- ☐ Structure is in need of repairs.
- ☐ Erosion evident at or around structure.
- ☐ Riprap in good condition and stable.

POND/BASIN BERM/EMERGENCY SPILLWAY INSPECTION

- ☐ Cracking, bulging, or sloughing of berm/spillway.
- ☐ Erosion and/or loss of berm/spillway material.
- ☐ Obstruction/alteration of emergency spillway.
- ☐ Evidence of animal borrows.
- ☐ Vegetation is sparse.
- ☐ Evidence of vegetation overgrowth requiring weed control.

POND/BASIN DEPTH READINGS (See Attached Map):

- ☐ Location 1: _____
- ☐ Location 2: _____
- ☐ Location 3: _____
- ☐ Location 4: _____
- ☐ Location 5: _____
- ☐ Pond/basin requires dredging.

MAINTENANCE

- ☐ Minor maintenance performed with inspection (fill out anticipated and actual work dates below).

- ☐ Maintenance to be scheduled (fill out anticipated and actual work dates below).

ILLICIT DISCHARGE(S)

- ☐ Dry weather flow(s) present.

Characteristics of Illicit Discharge (If box checked please explain):

- ☐ Odor Present _____
- ☐ Color _____
- ☐ Corrosive _____
- ☐ Pipe etching _____
- ☐ Burning eyes _____
- ☐ Other characteristics _____
- ☐ Have flow chemically identified.

Determine Source(s), state if source is known or speculation: _____

- ☐ Can not locate

Record clear, unpolluted dry weather flows observed during outfall inspections. If there is clear, dry weather flow, the discharge may be coming from unregulated sources. Unless flows are a significant contributor of pollutants these may not be regulated; however, they must be recorded.

Additional comments/chemical identification.

- ☐ _____
- _____

Date of inspection: _____ By: _____

Weather: _____

Anticipated work date: _____ Actual work date: _____



Municipal Separate Storm Sewer System (MS4) Program

[illegible]

